

AGIC 2020 Conference Committee Meeting Notes
Thursday, June 18, 2020
10:00 am

In Attendance:

Kevin Blake
Robert Bush
Jami Dennis
Shawny Ekadis
Nicole Funicello
Teresa Gregory
Jason Howard
James Lambert
Shea Lemar
Jenna Leveille
Aryn Musgrave
Jennifer Psillas
Cheryl Thurman
Steve Whitney
Jeff Wilkerson
Troy Wiora

Committee coordination and meeting operation:

- No discussion.

Action Items:

None.

Outreach Committee Report:

- Working on guidelines for posting on social media.
- Twitter will be getting more active.
- Developing banners pertaining to the source, e.g. which AGIC committee/workgroup provided the content.
- Looking into acknowledgment of AGIC participation, e.g. pins, or something along those lines.

Action Items:

None.

Budget:

- The meeting planners are available for our use.

Action Items:

None.

Venue coordination:

- Conference dates –
 - Oct. 19-23.
- Consider booking for 2021 –
 - Consider week of September 1st as our standard?
 - Check schedule against other conferences/events –
 - NSGIC – Sep. 20-24
 - SWUC
 - URISA GIS Pro

Action items:

Jenna – Follow up with the meeting planners re: the PO.

Steve – Modify the contract verbiage for cancelling the conference, e.g. set cases for cancelling in general to pandemics and state emergencies.

Website:

- No discussion.

Action Items:

None.

Agenda & speaker coordination:

- Hold a training session for presenters on the Friday prior.
- Discussed the agenda –
 - Week schedule –
 - Dedicate specific days for SIG and hands-on? (e.g. Mon., Tue., Fri.) -> No
 - Presentation/Technical sessions –
 - Length = 20 minutes.
 - Questions will be handled in the breakout rooms during the break.
 - Hands-on sessions
 - Outside of the conference? -> No
 - Could do this anyway, if the hosts are willing.
 - Could have more than 4 going at the same time.
 - Charging for these, e.g. if we have some paid vs. non-paid –
 - It would be an incentive for folks to attend.
 - Charge across the board –
 - Discuss costs at a future meeting.
 - Put to the Council for approval.

- Esri can charge, but then they would donate the proceeds to the organization.
 - All Points GIS is interested in providing classes.
 - A lightning round option will be included in the call for papers.
 - Include the top 3 categories that were requested from the survey in the call for papers.
 - Also include a leadership track/focus.
 - Target specific presenters, e.g. Ken Fields.
- Call for papers schedule –
 - Abstracts due by July 10th (which provides a buffer for late submitters)
 - Shoot to have the agenda ready by end of August or first of September.
- Recording –
 - Pre-recording –
 - Promote as much as possible?
 - Consider live recording?
 - How much do people actually utilize the recordings?
 - Only record the heavy hitters?
 - Limitations to size/storage requirements –
 - Could move them to the AGIC website, e.g. each day.
- The draft call for papers is at <http://agicsymposium.org/2020call>.

Action Items:

Jami – Send call for papers.

Jenna – Explore size limitations for recording presentations.

Exhibitor/sponsor participation:

- From the survey so far –
 - Put sponsor logos/websites in emails.
- Typically we share the attendee list with the Gold+ sponsors only, so we will need to address this.
- Considering a flat rate for all sponsors.
- Form a sub-group to come up with recommendations to bring back to the committee.
- Research what others are doing for costs.

Action Items:

Jami/John/Jen – Coordinate to produce a survey for sponsors.

Steve – Talk to John/Jen regarding this.

Jen – Form a sub-group to look at charging sponsors.

Materials and mail-outs:

- No discussion.

Action Items:

None.

Registration:

- Registration/participation logistics –
 - Registrants would be provided the WebEx links?
 - Hands-on workshops would be separate.
 - Form a sub-group to work out the details.

Action Items:

Teresa – Form a sub-group to draft the registration details.

Maps & Apps Challenge:

- Conduct this as we have in the past, with virtual review and voting.
 - What will we use for voting?

Action Items:

None.

Awards:

- Volunteer(s) of the year.
- Lifetime achievement.
- Significant achievement.

Action items:

None.

Printing:

- No discussion.

Action items:

None.

Computer labs:

- No discussion.

Action items:

None.

Conference program:

- Do as we always have.
- Is there a better interface than PDF, e.g. more interactive?

Action items:

Jami – Explore conference program interfaces.

T-shirts:

- Consider “print on demand” options –
 - Attendees would pay for them on their own through the vendor.
- Have this available prior to the conference.
- We already have the artwork.

Action items:

Jami – Send out the t-shirt artwork.

Attendee Packet:

- Discuss examples of what others have experienced with virtual conferences –
 - Glen Buettner –
 - Cloth portfolio bag with a number of inserts - including the agenda, speaker bios, and material from sponsors.
 - Interesting breaks between sessions that indicate some type of audience polling.
- Without charging attendees, this would probably not be an option.
- Focus on an electronic packet.

Action Items:

None.

Social Events:

- Would like to some sort of social networking event –
 - General topic breakout rooms, in a social setting.
 - General social sessions.

Action Items:

None.

General:

- No discussion.

Action Items:

None.